SHELBY COUNTY OFFICE OF VITAL RECORDS

814 JEFFERSON AVE. ROOM 101 MEMPHIS, TN 38105 PH#901-222-9693 Fax#901-222-9695

Walk-in hours are 8am-4:00pm Monday through Friday IF PAYING BY MONEY ORDERS PLEASE MAKE IT OUT TO: VITAL RECORDS/SCHD

DATE OF BIRTH:	SI	EX: MALE OR FEN	MALE	
(ORIGINAL)NAME ON CERTIFICATE:				
	FIRST	MIDDLE	LAST	
(NEW) NAME ON CERTIFICATE:				
(ONLY IF CHANGED WAS NOT BY MARRIAGE)	FIRST	MIDDLE	LAST	
PLACE OF BIRTH:				
CITY	COUNTY	STATE		
NAME OF MOTHER:				
FIRST	MIDDLE	LAST N	AME (MAIDEN)	
NAME OF FATHER:				
(NOT MANDATORY IF NONE LISTED)	FIRST		LAST	
#CERTIFIED SHORT FORM(S) * Issued for Tennessee births 1949 until present this is not available for births before 1949. The cost is \$8 for the first copy and \$5 for each additional copy of the same record purchased at the same time 1979 to present will have parents names listed YOUR CURRENT ADDRESS:	s record * ONLY FO Additional of purchased a e. Only births on them. CITY ANI	O STATE		
EMAIL ADDRESS	TOTAL FEE\$	PROCESSING I	OATE:/20	
PLEASE SIGN HERE:				

Identification Requirements (Photocopies Acceptable)

- 1. If the application is signed and notarized, no additional identification documents are required.
- 2. If the actual mother's copy of a birth certificate for the current year and previous two years is submitted as the application and the response is being mailed to a parent, no additional identification documents are required.
- 1. Current drivers license, including the issue and expiration date.
- 2. Current passport
- 3. Military I.D. card
- 4. Alien, temporary or permanent resident card
- 5. Employment authorization card
- 6. U.S. Certificate of Naturalization
- 7. Certificate of Citizenship or Citizenship I.D. card
- 1. Current pay stub or W2
- 2. Vehicle registration with name and current address
- 3. Voter Registration card
- 4. Military Discharge (DD214)
- 5. Utility Bill, Bank Statement or deposit slip with name and current address
- 6. Health care coverage card
- 7. Medical record
- 8. Application page of an insurance policy
- 9. Signed Social Security Card
- 10. For those person who have had their I.D. stolen, a copy a police report or other official documents which support the theft.